

Report to Council

Report Title:	GrantMatch – Grant Application Contract Renewal (Updated 2025 Agreement)		
Prepared By:	Trish Serratore, Chief Financial Officer		
Department:	Finance		
Date:	November 4, 2025		
Report Number:	FIN2025-27	File Number:	C11FIN, L04
Attachments:	Draft Agreement		

Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number FIN2025-27 – GrantMatch – Grant Application Contract Renewal (Updated 2025 Agreement), prepared by Trish Serratore, Chief Financial Officer, and in doing so authorizes a By-Law coming forward to execute the updated grant management agreement with GrantMatch Corp.

Report:

Background:

Since 2016, the Municipality of Brockton has contracted the services of GrantMatch Corp. (formerly Fairtax) to support the Municipality in identifying and securing government grants and funding opportunities. GrantMatch is an industry leader in government funding, specializing in developing proactive strategies, preparing applications, and managing reporting requirements for successful projects.

To date, the Municipality has achieved substantial success with the assistance of GrantMatch. The partnership has proven valuable, particularly given the complexity of current grant programs and the limited internal staff resources available to support these applications.

Analysis:

GrantMatch has provided a new proposed agreement for continued service with a revised discounted fee structure, offering improved value for municipalities pursuing larger or multiple funding opportunities.

GrantMatch Fee Structure Comparison:

Funding Tier	Previous Agreement (2020)	New Agreement (2025)	Change/Benefit to Municipality
First \$250,000	20% of funding approved	10% of funding approved (up to \$1,000,000)	50% reduction in base rate; larger threshold before next tier applies
\$250,001 – \$1,000,000	10% of funding approved	5% of funding between \$1,000,001 and \$5,000,000	Half the previous rate for mid-sized projects; higher threshold for lower rate
Over \$1,000,000	5% of funding approved	2.5% of funding between \$5,000,001 and \$10,000,000	Reduced by 50% for large projects; now tiered to reflect scale
Over \$10,000,000	N/A (no additional tier)	1% of funding approved	New lowest rate for very large or multi-phase projects
Volunteer/Committee Projects	10% flat rate	No separate rate listed in new agreement	Rate simplified under unified structure; likely falls under first 10% tier

GrantMatch has presented a new two-year agreement with a discounted, tiered rate structure that offers substantial financial benefit and flexibility compared to the previous contract. Under the new agreement, the Municipality will pay 10% on the first \$1,000,000 of government funding approved, 5% on funding between \$1,000,001 and \$5,000,000, 2.5% on funding between \$5,000,001 and \$10,000,000, and 1% on any amount exceeding \$10,000,000. This represents a significant improvement over the previous structure, which charged 20% on the first \$250,000, 10% up to \$1 million, and 5% thereafter.

The new agreement effectively cuts the initial rate in half and extends the threshold for lower rates, resulting in greater savings for the Municipality—particularly on large-scale or multi-phase infrastructure projects. The simplified rate structure also improves predictability and budgeting transparency when planning future grant applications.

In addition to reduced rates, the new agreement maintains all of the positive terms of the prior arrangement, including the contingency-based payment model where no fees are charged unless funding is successfully secured, and a 25% holdback that is payable only upon the first receipt of government funds. GrantMatch continues to include the first round of compliance reporting at no additional cost, with any subsequent reporting billed at a modest hourly rate of \$100.

The updated terms also reaffirm the Municipality’s discretion to determine which projects GrantMatch assists with, ensuring staff retain full control over funding priorities. The two-year agreement will automatically renew on an annual basis unless either party provides 30 days’ written notice, ensuring continuity and administrative simplicity.

Overall, the revised agreement strengthens the Municipality’s partnership with GrantMatch, offering greater value, improved cost efficiency, and continued access to professional grant management expertise. These enhancements directly support Brockton’s ability to leverage external funding opportunities to advance key community and infrastructure projects, while maintaining staff discretion on where use of GrantMatch services is required.

Strategic Action Plan Checklist:

What aspect of the Brockton Strategic Action Plan does the content/recommendations in this report help advance?

- Recommendations help move the Municipality closer to its Vision N/A
- Recommendations contribute to achieving Heritage, Culture, and Community N/A
- Recommendations contribute to achieving Quality of Life N/A
- Recommendations contribute to achieving Land Use Planning and the Natural Environment N/A
- Recommendations contribute to achieving Economic Development N/A
- Recommendations contribute to achieving Municipal Governance N/A

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

The proposed renewal agreement with GrantMatch Corp. presents a more cost-effective and sustainable financial model for the Municipality. The revised tiered fee structure significantly reduces rates across all funding levels, offering greater value—especially for large-scale projects. The contingency-based payment model ensures no upfront costs, with fees only incurred upon successful funding approval.

Respectfully Submitted by:



Trish Serratore, Chief Financial Officer

Reviewed By:



Sonya Watson, Chief Administrative Officer